

**PUBLIC MEETING – TENTATIVE AGENDA  
WEDNESDAY, NOVEMBER 5, 2014 – 6:30 PM  
VILLAGE OF TWIN OAKS – BOARD OF TRUSTEES’ MEETING  
1393 BIG BEND ROAD, SUITE F, TWIN OAKS, MO 63021  
(Next Bill #463 Ordinance #445 Resolution #101)**

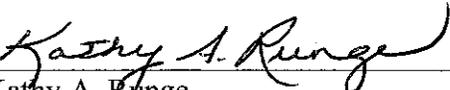
1. REGULAR MEETING CALLED TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. APPROVAL OF CONSENT AGENDA
  - a. Meeting Minutes of October 15, 2014
  - b. Budget Workshop Minutes of October 29, 2014
  - c. Bills Paid List – October 16 through November 5, 2014
6. CITIZEN COMMENTS
7. REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS
  - a. Police Report – Officer Maxwell
  - b. September Financial Reports – Jeff Blume
8. OLD BUSINESS
  - a. Traffic Study – Striping Plan
  - b. Restrictions on Crescent Road
  - c. Autumn Leaf Runoff
9. NEW BUSINESS

None
10. SPECIAL DISCUSSION
  - a. Walgreens Consent to Village Hall
  - b. Dangerous Buildings
  - c. July 3<sup>rd</sup> Arrangements
  - d. Village Clerk Report
  - e. Village Attorney’s Report
  - f. Chairman and Trustee Comments
11. FINAL CITIZEN COMMENTS
12. ACTION ITEM LIST

13. EXECUTIVE SESSION

(Pursuant to RSMO Section 610.021 (1), (2), and/or (3))

14. ADJOURNMENT

  
Kathy A. Runge

Village Clerk/Controller

POSTED: November 4, 2014; 3:00 pm

The Board of Trustees of the Village of Twin Oaks, Missouri, may, as part of a workshop session or regular or special Board of Trustees meeting, hold a closed session to discuss legal actions, causes of legal action or litigation, leasing, purchasing or sale of real estate, hiring, firing, disciplinary action, promotion of personnel or employee labor relations pursuant to RSMo Section 610.021 (1), (2), and or (3).

PLEASE NOTE:

ANY PERSON REQUIRING PHYSICAL OR VERBAL ACCOMMODATIONS SHOULD CONTACT THE VILLAGE OFFICE 12 HOURS PRIOR TO MEETING. (636-225-7873)

COPIES OF PUBLIC RECORDS FOR THIS AGENDA ARE AVAILABLE FOR PUBLIC INSPECTION BEFORE AND AT THE TIME OF THE MEETING.

**MINUTES OF REGULAR MEETING OF THE BOARD OF TRUSTEES  
TWIN OAKS, ST. LOUIS COUNTY, MISSOURI  
WEDNESDAY, NOVEMBER 5, 2014**

The meeting was called to order at 6:30 pm in the Board Room of the Village Office. Roll Call was taken:

Trustees: Dennis Whitmore, Chairman – yea                      Russ Fortune – absent  
              Jeff Graves – yea    Ray Slama – yea  
              Mary Young – yea

Also Present: Robert Hartzog, Village Attorney  
                  Kathy Runge, Village Clerk/Controller  
                  Sharon Ratliff, Assistant Village Clerk

Permanent records are kept of all minutes and ordinances. Each ordinance is read a minimum of two times by title, unless otherwise noted.

**APPROVAL OF THE AGENDA**

Chairman Whitmore requested a motion to approve the agenda. Trustee Graves motioned to approve the agenda as submitted, seconded by Trustee Young and motion passed with the unanimous consent of the Board of those present.

**APPROVAL OF THE CONSENT AGENDA**

**Consent Agenda:** Chairman Whitmore stated that Budget Workshop Minutes of October 29, 2014 would need to be postponed due to required members not being present and then requested a motion to approve the consent agenda. Trustee Slama motioned to approve the Meeting Minutes of October 15, 2014 and Bills Paid List – October 16 through November 5, 2014, seconded by Trustee Graves and motion passed with the unanimous consent of the Board of those present.

**CITIZEN COMMENTS**

Randy DuVall of 98 Crescent Avenue asked for an update on the traffic issues at Crescent Ave. and Crescent Rd. that he had mentioned in previous meetings. Mr. DuVall stated he did not feel the Village had sufficiently addressed the issues. The Board conveyed they felt they had explored all options and that the recent Traffic Study that was completed by Horner & Shifrin and the monthly Police Reports showed there was not a speeding problem and there had been no accidents at this intersection. Mr. DuVall questioned where Officer Maxwell's time was being spent. Trustee Young explained that Officer Maxwell had the entire Village to monitor and could not stay in one place at all times.

**REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS**

**Police Report:** Officer Maxwell provided the October 2014 reports for the Board's review. No questions or comments were made.

**September Financial Reports:** Financial Advisor, Jeff Blume, was not in attendance but provided the Board with the September Financial Report. Chairman Whitmore questioned why the Office Lease line item was showing 22% under budget through September when the lease had increased this year. Village Clerk Runge stated she would verify Mr. Blume and report back to him.

### **OLD BUSINESS**

**Traffic Study – Striping Plan:** Chairman Whitmore questioned why the striping had been delayed on the Village streets. Village Clerk Runge stated that she had met with BFA to review the changes with the striping. BFA sent the revised information to NB West and she was waiting for their sub-contractor, to send a revised quote.

**Restrictions on Crescent Road:** Discussed during Citizen Comments. No action taken.

**Autumn Leaf Runoff:** Attorney Hartzog stated that he spoke with Mike Bush, Boling Construction, and was informed that the Autumn Leaf Runoff project would be a six day project and Boling Construction would not be able to commit until December 15<sup>th</sup>. It was recommended by BFA to delay the project until March, 2015. Resident, Mary Young stated that the driveways at 1448 and 1454 Autumn Leaf Drive had gullies that were 4 to 5 inches and felt when it freezes this winter the driveways will be impassible. The residents felt that in the interim, the Village could mitigate the problem until the work is completed. Chairman Whitmore stated that the Board has acted in good faith and felt that the homeowners should deal with a temporary fix with their driveways themselves. Discussion ensued. The Board requested Village Clerk Runge contact Boling Construction to see if laying down rock would work as a temporary fix.

### **NEW BUSINESS**

No New Business.

### **SPECIAL DISCUSSION**

**Walgreens Consent to Village Hall:** Attorney Hartzog stated that the Board was provided with a copy of the document from Walgreens consenting to an Assembly Hall next to the Walgreens in Twin Oaks, Store #1273. Discussion ensued. Trustee Slama motioned to authorize the Board Chairman and Village Clerk to acknowledge the consent to use change on the former Bank of America property per the letter from Walgreens dated October 22, 2014, seconded by Trustee Graves and motion passed with the unanimous consent of the Board of those present.

**Dangerous Buildings:** The Board reviewed various ordinances from other municipalities in regards to Dangerous Buildings. Discussion ensued. Trustee Slama stated that the ordinances pertained to buildings falling down and he did not feel the Village had dangerous buildings. No action was taken.

**July 3<sup>rd</sup> Arrangements:** Chairman Whitmore stated that while visiting Shop n' Save they requested to have BBQs for their employees on special occasions. Trustee Slama stated he did not think there was anything in the code that prohibits them from doing that as long as there were no outside sales. Trustee Whitmore asked Attorney Hartzog if he could verify the code and report back to the Board. Chairman Whitmore stated that the managers of Shop n' Save had no issues with having the fireworks on July 3<sup>rd</sup> but did request if they could have outside sales that night. Discussion ensued. Chairman Whitmore stated that the other businesses should be polled to see if they would be interested in having outside sales the night of the fireworks.

**Village Clerk's Report:** Village Clerk Runge reviewed her report that was submitted to the Board and the following was discussed:

- **Road Repairs:** Met with BFA last week to finalize the striping plan. It was decided to handle this as a change order to the street repair project rather than as a separate project. Village Clerk Runge stated she thought she would have the proposal for the Board tonight but did not receive it.
- **Turf Enhancements:** The replacement plants were installed at the intersection. The decision was made not to have the remaining plants installed at the dam in the park. We will be getting an adjusted invoice for the number of plants that were actually installed.
- **Planter Boxes:** Village Clerk Runge stated she had not heard back from Bacchus regarding any conversation with MODOT regarding the rock he wants to bring in for the intersection. She knows that MODOT will require a permit for the job and that she is contemplating going out for bid or revisiting the Crowder proposal from last year.
- **Comfort Station Reimbursement:** A request to send in additional information to the Municipal Park Commission regarding the breakdown of architectural fees. Art Bond was kind enough to assist with this and hopefully we can get approved for reimbursement soon.
- **Municipal Park Grant Round 15:** This was completed and submitted on October 31, 2014.
- **Autumn Leaf:** Boling was not able to schedule the Autumn Leaf Runoff Project until December 15<sup>th</sup>. After much deliberation and phone calls to the contractor, it was decided to postpone the project until spring.
- **IT:** A meeting was held to finalize the specs last week and hopes to meet with Brain Mill when Trustee Fortune returns from vacation.
- **Village Citizen Committee:** Village Clerk Runge stated she was not having much luck getting all the members together for the kick-off meeting. She sent out a new e-mail this week to see if we can get at least a majority of the members to attend the week of the November 10<sup>th</sup>.
- **Rose Garden:** Finished on schedule. Thank you R & R for supervising this project.
- **Educational Circle in Woods:** A request was received from the Pastor at Twin Oaks Church asking if they could bring a fire pit up to the educational circle in the woods that their volunteers had just helped to clear out. Village Clerk Runge stated

she did not approve the request but wondered if there should be a policy in the future. Trustee Slama stated that "fires prohibited" were already addressed in the Park Regulations.

**Attorney's Report:** No report given.

**Chairman and Trustee Comments:**

**Public Official Information:** Trustee Slama brought up the issues in Ferguson where private information was hacked into. He asked if the Board felt the Village should put in place security measures for protecting staff and the Trustees. Attorney Hartzog stated, in his opinion, he did not see a problem spending public money on protecting Officials and Employees. Trustee Young stated no matter what security measures were placed, the potential of someone accessing that private information was still there. Discussion ensued. No action taken.

**FINAL CITIZEN COMMENTS**

No final citizen comments.

**ACTION ITEM LIST**

No updates were discussed.

**MOVE TO EXECUTIVE SESSION**

Trustee Young motioned to go into Executive Session at 7:54 p.m. to discuss matters pursuant to Section 610.021 {1, 2 & 3}, seconded by Trustee Graves. Motion passed 4-1 as follows: Trustees Whitmore-yea, Slama-yea, Graves-yea, Young-yea, and Fortune-absent.

**ADJOURNMENT**

There being no further business, Trustee Young motioned to adjourn the regular meeting at 8:02 pm, seconded by Trustee Slama. Motion passed with the unanimous consent of the Board of those present.

Drafted By: Sharon Ratliff  
Sharon Ratliff, CMC/MRCC  
Assistant Village Clerk

Date of Approval: November 19, 2014

ATTEST:

Kathy A. Runge  
Kathy A. Runge  
Village Clerk

Dennis L. Whitmore  
Dennis L. Whitmore, Chairman  
Board of Trustees